

CONFIDENTIAL



Site Selection Worksheet

California Business Investment Services – CalBIS
722 Capitol Mall
MIC 47
Sacramento, CA 95814
(916) 654-7216
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CONFIDENTIAL

Completion of the following worksheet will aid the CalBIS staff in conducting a comprehensive site and facilities search. All of the information is very important; however, please do not feel obligated to include what may be sensitive or confidential. If all the information is not readily available, indicate that it will be forwarded at a later date by entering "FORWARD" in the appropriate blank.

We appreciate having the opportunity to work with you and your company. Your judgment in completing this worksheet will be respected. Thank you.

Company: _____ Date: _____

President/CEO: _____

Project Manager and Title: _____

Building/Street: _____

City/Region: _____

Country: _____ Postal Code: _____

Telephone: _____ Fax: _____

E-mail: _____ Website: _____

DESCRIPTION OF BUSINESS

Main operations: _____

Total assets: US\$ _____ Annual revenue: US\$ _____ Year: _____

Existing California operations: _____

Proposed California operations: _____

Proposed California product, technology, or service: _____

Send completed worksheet to:

**PLEASE ATTACH YOUR
BUSINESS CARD HERE**

CalBIS
722 Capitol Mall
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Sacramento, CA 95814
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GENERAL INFORMATION

Operation/Expansion Schedule

When would you like to begin construction?

Month _____ Day _____ Year _____

When does the facility need to be ready for occupancy?

Month _____ Day _____ Year _____

When does the facility need to be in operation?

Month _____ Day _____ Year _____

Estimated Investment

Land: \$ _____

Building: \$ _____

Equipment:

Manufacturing \$ _____

Other \$ _____

Total: \$ _____

Site Selection Factors

Please rate the following 1-5 in order of importance to expand business in California (1=high; 5=low):

_____ Government business incentive programs

_____ Labor availability

_____ Proximity to engineering talent

_____ Land and building cost

_____ Building visibility

_____ Housing cost

_____ Transportation access

_____ Proximity to scheduled air service

_____ Proximity to deepwater port

_____ Other: _____

_____ Seismic stability

_____ Telecommunications capacity

_____ Fiber optic availability

_____ Utility cost (gas and electric)

_____ Water availability and cost

_____ Waste water capacity and cost

_____ Proximity to colleges and universities

_____ Proximity to suppliers and customers

_____ Speed of express package delivery service

LAND AND BUILDING REQUIREMENTS

Acres required: _____ (min.) to _____

Building size required: _____ square feet

Office: _____ square feet

Warehouse: _____ square feet

Production: _____ square feet

Clean Room: _____ square feet

Refrigeration: _____ square feet

Clear ceiling height: _____ feet

Outdoor storage: ☐ Yes ☐ No

Please rate the following 1-5 according to preference (1=high; 5=low):

_____ Purchase existing building

_____ Own new construction

_____ Build-to-suit/lease

_____ Lease existing building for _____ years

_____ Class A space _____ Triple net

Number of truck doors: _____ Dock level _____ Class B space _____ Gross
 _____ Grade level
 Number of parking spaces: _____
 Other building requirements: _____

UTILITY REQUIREMENTS

ELECTRICITY

Immediate Full Operation

Demand (kilowatts)	_____	_____
Usage (average kilowatt hours per month)	_____	_____
Desired service voltage	_____	_____
Hours of operation (a.m./p.m.)	_____	_____
Operating days per week	_____	_____
Desired building amperage	_____	_____

NATURAL GAS

Therms per month	_____	_____
Cubic feet per hour (in thousands)	_____	_____
Pounds per square inch (PSI)	_____	_____

WATER

Gallons per day	_____	_____
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WASTE WATER

Gallons per day	_____	_____
Suspended solids (pounds per day)	_____	_____
Biochemical oxygen demand (pounds per day)	_____	_____
Other: _____	_____	_____

COMMUNICATIONS

Yes No

Fiber optics	<input type="checkbox"/>	<input type="checkbox"/>
Digital switching	<input type="checkbox"/>	<input type="checkbox"/>
High capacity T-1	<input type="checkbox"/>	<input type="checkbox"/>

Maximum distance to point of presence (POP): _____ miles

Other: _____

Potential environmental or other issues: _____

TRANSPORTATION REQUIREMENTS

- ☐ **Truck** Acceptable distance to interstate/major highway: _____ miles
 Number of trucks entering and leaving the facility each day: _____
- ☐ **Air** Preferred distance to airport: _____ miles
 Type: ☐ Commercial ☐ Cargo ☐ Private ☐ International
- ☐ **Rail** On-site: ☐ Yes ☐ No
 Carloads per week: _____
- ☐ **Ship** Preferred distance to deepwater port: _____ miles

EMPLOYMENT INFORMATION

Total number of employees at all company facilities: _____
 Total number of employees at new facility: _____
 Number of transfers from existing operations: _____
 Number of new hires at new facility: _____

Number	New Hire Job Description	Proposed Wages
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

GEOGRAPHIC PREFERENCE

Please rank the California regions according to your priority of interest (1=highest):

- _____ Upstate California
- _____ Greater Sacramento
- _____ San Francisco Bay Area
- _____ Central Valley/Sierra
- _____ Central Coast
- _____ Los Angeles
- _____ Orange
- _____ Inland Empire
- _____ San Diego



COMPETITION FROM OTHER STATES/NATIONS

What other states or countries are being considered for your company's expansion?

_____	_____	_____
_____	_____	_____